

ATTACHMENT 4 – DELIVERY ORDER INSTRUCTIONS

DELIVERY ORDER INSTRUCTIONS

The Government will issue the initial task order to satisfy the minimum quantity upon contract award. Future task orders will be issued as the need arises and subject to availability of funds.

Each delivery order will specify the task, quantity, delivery locations and delivery date in accordance with the terms of the contract.

Contractor will have a minimum of one and a maximum of four hours to respond to order requests.

Delivery times for delivery orders will be in accordance with those listed in Attachment 2 Deliverable and Delivery Locations unless otherwise indicated.

Oral or telecommunicated orders will be allowed under this contract for emergency requirements. Such orders will be confirmed by a written task order within (5) business days following placement of the verbal order. **Only a DHS ICE Contracting Officer is authorized to place orders under this contract.**